

Request for Qualifications  
Storm Debris Monitoring Services: Hurricane Zeta  
Unincorporated Portions of Hancock County, Mississippi  
Owner: Hancock County Board of Supervisors

Professional Engineering/Monitoring Services for storm debris removal in the unincorporated portions of Hancock County, Mississippi for project owner the Hancock County Board of Supervisors. This relates to storm damage from Hurricane Zeta.

HANCOCK COUNTY is requesting proposals from qualified firms and individuals for engineering and/or monitoring services for monitoring of the debris removal contract for the debris removal within the unincorporated portion of Hancock County of debris and damage caused by Hurricane Zeta. The project may be funded at least partially through federal disaster funds.

Hancock County is requesting proposals for the provision of monitoring activities including the selected Proposer will be expected to provide disaster debris disposal monitoring services to include debris generated from public property, public rights of way, and work that may include without limitation: Coordinating daily briefings, work progress, staffing, and other key items with the County and contractor; selection and permitting of debris monitoring site locations and any other permitting/regulatory issues; scheduling work for all team members and contractors on a daily basis; hiring, scheduling, and managing field staff; monitoring recovery contractor operations and making/implementing recommendations to improve efficiency as well as speed up recovery work and assure all debris removal work meets project definitions and eligibility requirements for reimbursement to the greatest extent applicable; assisting the County with responding to public concerns and comments; certifying contractor vehicles for debris removal using methodology and documentation; entering load tickets into a database application; digitization of source documentation (such as load tickets); developing daily operational reports to keep the County informed of work progress; development of maps, GIS applications, etc., as necessary; comprehensive review, reconciliation, and validation of debris removal contractor(s) invoices; Project Worksheet and other pertinent report preparation required for reimbursement by FEMA and any other applicable agency for disaster recovery; review of documentation and assistance with submitting for reimbursement and demonstration of eligibility; and issuance of a final report and all matters necessary for contract and project closeout.

Proposers shall be willing, ready and able to promptly provide the services on timelines established by the County. Hancock County will only contract with a responsible entity possessing the ability to perform successfully under the terms and conditions of this procurement, as determined by the Supervisors and/or its selection committee. The County's selection committee will consider technical issues as relates to the proposals received and the grant requirements and may obtain assistance with this review in its discretion. Responding firms or individuals should submit a statement of their qualification and experience, as well as that of all of their pertinent personnel. Proposals will be evaluated by a selection team on the basis of the following criteria and ranked by an assigned point system, being 20 points maximum per category: 1) Knowledge and experience providing services related to federal grant projects and compliance with public policy; 2) Technical competence of staff and principals (qualifications), record of past performance and ability to perform services required; 3) Personnel resources and assessment ability, and entity/individual financial and technical resources; 4) contractor integrity; and 5) knowledge of and familiarity of projects such as those needed for this project.

Firms will be evaluated and ranked using the above criteria. Firms should also submit a statement of their proposed rates, which, however, will not be part of the review of qualifications, but only serve as a basis for negotiation of contracts after the award with selected proposer(s). Hancock County reserves the right to negotiate compensation and terms for each of those services with the selected firm as being most qualified, with the amount of any and all costs being capped and with the County also utilizing relevant federal cost principles. Hancock County reserves the right to select more than one firm. In the instance negotiations with the highest-ranking qualified firm fail, Hancock County may negotiate with the second highest scoring responsive firm, and so forth. Hancock County reserves the right to reject any or all proposals and to waive any irregularities or formalities in the proposal process, and to reject any and all proposals. By submitting a proposal, the proposing entities or persons waive any right to seek damages related to their proposal and acknowledge the County's right to reject any or all proposals, or portions thereof. Hancock County further reserves the right to engage entities or firms for only some of the services listed above.

All proposals should be sealed and properly labeled "Debris Monitoring Proposal - Hurricane Zeta." The County is an equal opportunity employer and contractor, and specifically solicits with this proposal small and minority firms, women's business enterprises and labor surplus area firms to submit proposals. The County will further take additional further steps to assure that such minority businesses, women's business enterprises and labor surplus area firms are used when possible, including its right to utilize any of the methods outlined in 2 CFR Section 200.321. Any contract resulting from this request for proposals will contain contract provisions including those listed in Title 2 CFR Sections 200.318-316, or otherwise required by the federal funding guidelines. Proposers shall agree to be bound by those terms and to ensure grant and work compliance with the same.

Proposals shall be addressed and delivered to Eddie Favre, County Administrator, no later than 9:00 a.m. on November 9, 2020. Proposals may be mailed or hand-delivered to: Attention: Office of the County Administrator, 854-A Highway 90, Bay Saint Louis, MS 39520. Any mailed or hand-delivered proposal must actually be received by the County Administrator prior to the 9:00 a.m., November 9, 2020 deadline. The name and mailing address of the firm or individual submitting the proposal should appear on the face of the envelope. Please submit any questions you have concerning this matter via U.S. Mail, postage prepaid to Eddie Favre at 854-A Highway 90, Bay Saint Louis, MS 39520.

Request made pursuant to November 2, 2020 Order of Board of Supervisors.

/s/Scotty Adam, President